

# Create a new Proposal

1. Go to “Calls” in the top menu
2. Select the call you want to participate in
3. Click “Participate now” -> a new proposal will be created. You can create multiple proposals (*Please note that for regular WWTF projects, each researcher may participate as PI&C or co-PI in a maximum of two proposals.*)
4. Once created, you will find all your proposals under “My Proposals & Roles” in the top menu. You can delete proposals at any time. Proposals that are not submitted will be deleted automatically after the submission deadline.

**The Funding Portal will save your entries and changes automatically. You can pause data entry at any time. All information will be available again upon your next login.**

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